

**CONVENTION CENTER WORKER II***Class Definition*

Under general supervision, performs semi-skilled repair work in the modification and maintenance of Convention Center facilities and equipment.

*Distinguishing Characteristics*

Convention Center Worker II is the advanced working level class in the Convention Center Worker series. Incumbents are assigned a wide variety of maintenance duties to accommodate the events and functions that take place in Convention Center facilities. Incumbents may also perform set-up and custodial duties performed in the Convention Center. A Convention Center Worker II may act as a crew leader to subordinate employees. This class is distinguished from Convention Center Worker I in that incumbents of the latter have primary responsibility for the set-up and striking of Convention Center activities. It is distinguished from Convention Center Leadworker in that incumbents of the latter have on-going lead responsibilities.

*Typical Tasks*

(An incumbent may not be assigned all duties listed, nor do the examples cover all duties which may be assigned.)

Reads, interprets, and carries out instructions of event manifest.

Monitors event or function in progress.

Monitors and operates equipment including heating and cooling systems.

Installs, removes, and stores portable and ice floors, hockey goals, dasherboards, and other equipment and staging required for Convention Center events.

Arranges, removes, and stores chairs, tables, equipment, and staging required for meetings, examinations, and banquets.

May provide lead supervision to and participate with a group of employees engaged in set-up, clean-up and maintenance activities prior to, during, and after Convention Center events or functions.

Performs repairs and routine maintenance on a variety of Convention Center facilities, tools, equipment, and staging.

May assist in the set-up of lighting and sound equipment, including microphones, mixers and speakers.

Operates a variety of hand and power tools and equipment.

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Assists in searches of Convention Center facilities in the event of bomb threats or other potential hazards.

Performs related duties as required.

*Knowledge, Abilities, and Skills*

Knowledge of the requirements of various types of events scheduled at the Convention Center facility.

Knowledge of the tools, methods, and equipment used in building maintenance and repair work.

Knowledge of fire and safety regulations affecting the safety of the public.

Ability to lead a group of workers.

Ability to anticipate service needs of individual events.

Ability to perform minor carpentry, mechanical, and electrical repairs.

Ability to develop and maintain effective working relationships with fellow workers.

Ability to deal tactfully with Convention Center patrons and licensees.

Ability to follow oral and written instructions.

Ability to perform heavy manual labor.

*Minimum Qualifications*

One year of experience as a Convention Center Worker I with the City of Fresno; or two years of equivalent experience in building maintenance and repair work.

*Necessary Special Requirement*

Possession of a valid California Driver's License at time of appointment.

APPROVED: \_\_\_\_\_

Director of Personnel

DATE: \_\_\_\_\_